



Fairfax County Election Officer News..... August 2004

NOVEMBER 2004 ELECTION OFFICER TRAINING SCHEDULE

Note: The following schedule of classes is subject to change, the Electoral Board will attempt to notify its election officers if changes do occur. Any changes and/or updates to the training schedule will be posted to our website at: www.fairfaxcounty.gov/eb/working

CHIEF/ASSISTANT/STAND-BY CHIEF ONLY TRAINING CLASS SCHEDULE

Chief, asst. chief and stand-by chief election officers are required by the *Code of Virginia*, §24.2-115, to attend training prior to every election in which they serve. You need only attend one class and you must RSVP once you have received your assignment.

Tues., Oct. 26th at 1:00 p.m., South County Gov'tal Ctr., 8350 Richmond Hwy., Alexandria

Tues., Oct. 26th at 7:00 p.m., Fairfax County Gov't Ctr., 12000 Gov't Ctr. Pkwy., Fairfax

Wed., Oct. 27th at 9:30 a.m., Fairfax County Gov't Ctr., 12000 Gov't Ctr. Pkwy., Fairfax

Thurs., Oct. 28th at 9:30 a.m. or 7:00 p.m., Fairfax County Gov't Ctr., 12000 Gov'tt Ctr. Pkwy., Fairfax

ELECTION OFFICER ONLY TRAINING CLASS SCHEDULE

All election officers are required by law to attend a one-time training class on the operation of voting equipment. The following classes are for new election officers who have never attended training as well as experienced officers who would like a refresher class. ***THERE IS NO NEED TO RSVP FOR THESE CLASSES.***

Wed., Oct. 13th at 7:00 p.m., Lane Elem. School, 7137 Beulah St., Alexandria

Thurs., Oct. 14th at 10:00 a.m., Kings Park Library, 9000 Burke Lake Rd., Burke

Thurs., Oct. 14th at 7:00 p.m., Marshall High School, 7731 Leesburg Pike, Falls Church

Mon., Oct. 18th at 7:00 p.m., Herndon Middle School, 901 Locust St., Herndon

Tues., Oct. 19th at 1:00 p.m., South County Gov'tal Ctr., 8350 Richmond Hwy., Alexandria

Wed., Oct. 20th at 1:00 p.m. Fairfax County Gov't Ctr., 12000 Gov't Ctr. Pkwy., Fairfax

Thurs., Oct. 21st at 7:00 p.m., Fairfax County Gov't Ctr., 12000 Gov't Ctr. Pkwy., Fairfax

NOVEMBER 2, 2004

GENERAL ELECTION

(Please Mark Your Calendars)

---- On the Ballot ----

Electors For

President and Vice President

U.S. House of Representatives

Constitutional Amendments (2 questions)

Bond Issues (4 questions)

DATES TO REMEMBER:

In Person Absentee Voting Begins: **MON., SEPT 20, 2004**

Deadline to Register to Vote: **MON., OCT. 4, 2004 at 5:00 P.M.**

Satellite Voting Begins: **WED., OCT. 13, 2004**

Final Day to Apply for an Absentee Ballot by Mail/ Fax: **THURS., OCT. 28, 2004**

Final Day to Vote Absentee In Person: **SAT., OCT. 30, 2004, 9:00 – 5:00 P.M.**

The Office of The Electoral Board
is open for business Monday thru Friday, 8:00 a.m. until 4:30 p.m.
12000 Government Center Pkwy., Suite 323, Fairfax, VA 22035-0081
Tel: 703-324-4735 - Fax: 703-324-4706 - 711 (Virginia Relay)
E-mail: elect@fairfaxcounty.gov
Reasonable accommodations will be made upon request.

IMPORTANT REMINDERS !

Absentee Voting

If you have been assigned to serve in a precinct other than your own, please remember to vote absentee. Absentee voting dates, times and locations can be found on our website at www.fairfaxcounty.gov/eb

Election Officer Hotline Telephone Numbers

The Electoral Board established dedicated telephone numbers for election officers to call for training information, inclement weather updates and to leave messages for our staff. When calling the election officer hotline, ***please leave your name and a daytime telephone number*** where we can contact you. *Please be patient*, staff may not be able to return your call immediately. *Thanks!*

Automated Telephone/E-mail Notification Process

Election officers should expect to receive an automated telephone message or e-mail message regarding their availability to serve for the November 2nd General Election. The automated calls/e-mails have been tentatively scheduled for first week of September. Please help us to better prepare for Election Day by providing us with a prompt response.

Schedule of Assignment Letters/E-mails Mail-Out

Election officer assignments are scheduled to be mailed/e-mailed the week of September 27th, the week of October 11th and then on an as needed basis beginning the week of October 18th. Chief and assistant chief assignments are sent shortly after their assignments have been confirmed.

Assignment Notifications via E-mail

Did you know that your e-mail assignment also includes direct links to training and absentee voting information? This important information is sometimes overlooked when the e-mail message is not thoroughly read by the recipient. Please make sure that you don't overlook important information, *please* read your e-mail. **NOTE:** If you or your ISP uses a program to help ensure that you only get e-mail from trusted senders, you need to allow e-mail addresses from our office (employee@fairfaxcounty.gov) to send e-mail to you.

Cancellations

As all of you know, our supply of election officers is not always enough to fill our needs. When you commit to serve as an election officer, we depend on you to fulfill that commitment. Should you have a major personal emergency and cannot meet your commitment, please let us know immediately by calling 703-324-4735.

Split Shift Deadline

The deadline for you and your partner to submit your split shift application(s) for the November 2004 General Election is Friday, October 8, 2004. Split shift application forms can be found on our website at www.fairfaxcounty.gov/eb/working, or by calling 703-324-4735.

Moving Out of Fairfax County?

If you are planning to move out of Fairfax County and into another jurisdiction in Virginia, don't forget that our current Election laws allow citizens who are registered to vote in the Commonwealth to serve as election officers in other jurisdictions. This means that someone who is registered to vote in Fairfax City, Loudoun County, Prince William County, City of Alexandria, etc., can serve as an Election Officer in Fairfax County. What a great way to see your old friends and neighbors!

Recycle/Return Supplies

Our election supplies are recycled election after election, year after year. Please help us to continue our recycling efforts by not defacing supplies issued to you. For example: don't place stickers, decals or write on notebooks, signs, etc. Also, if any of you have a copy of our Election Officer training video hanging around your home or office, please return it to us. Thanks!

WHAT'S NEW?

Pre-Recorded Election Information

Beginning in September, when you call the Electoral Board's main telephone number at 703-324-4735, you will be connected to a pre-recorded election information system and have the ability to select from a menu of election/voter related subjects, i.e., Voter Registration, Absentee Voting, Election Officers, etc. The telephone information system is being implemented in order to expedite the anticipated increase in the number of incoming telephone calls related to the upcoming Presidential Election.

Farewell to Carlos Kummel, a Move for Kate Mickey and Welcome Johnny Clemons

A fond farewell to Carlos Kummel who retired to Durango, CO, in June. Carlos began his career in elections in 1992 as an election officer. In 1994, Carlos took on additional responsibilities by becoming a rover, he quickly "moved-up the ladder" and in 1997 was hired as a regular employee of the Electoral Board, as the Voting Machine/Rover/Supervisor. We wish Carlos and his wife good luck. Kate Mickey, who has been our Absentee Voting Supervisor since 1997, will utilize her technical expertise and enthusiasm and take over Carlos' position. Please welcome Johnny Clemons who has been hired to replace Kate Mickey as our full-time Absentee Voting Supervisor. For the past 3 years, Johnny has been employed with the Fairfax County Department of Planning and Zoning, in the Zoning Permit Review Branch as an Engineering Technician (ZPRB). As part of the ZPRB technical team, Johnny helped to promulgate the Zoning Ordinances along with other technical responsibilities in processing, researching and approving the zoning aspects of the County's building permits.